

# LUDGERSHALL TOWN COUNCIL



<b>Minutes of the Allotments, Cemetery &amp; Car Park committee held on Tuesday 15th November 2016 in the Town Council Office at 7-00pm</b>		
<b>Present:</b>	Cllr Pickernell in the Chair,	Cllr Langley
	Cllr Dixon	Cllr M Giles
	Cllr C Giles	Cllr White
<b>Representative:</b>	Mr J Hollis (Garden Club)	

	<u>Agenda Item</u>	<u>Action</u>
100/16	<b>1. Apologies</b> were received from Cllr Eley (holiday), Cllr Cordery & Mr B Jarrett from the Garden Club – apologies accepted, carried.	
101/16	<b>2. Declaration of Interest</b> – no declarations received.	
102/16	<b>3. Minutes</b> of the previous meeting had been approved at October 2016 full Town Council meeting.	
103/16	<b>4. Capital Projects – Precept 2017/2018</b> a) Car Park white lines – Wiltshire Council have referred us to their preferred contractors WJ the clerk has contacted and their representative is visiting the site on 21st November and then will send a quote for repainting the lines. b) War Memorial cleaning – no costs to date, War memorial Trust have provided a list of conservation contractors we could use. The committee asked the clerk to dig out the details of the lady that was used before.	Clerk
104/16	<b>5. Allotments</b> - a) Completion of Allotment Rules/warning processes – after lengthy discussion the general consensus is that the Rules and processes are well written with just a few changes one of which is to not have a future non-resident waiting list. Clerk to amend and add paragraph numbers once done to contact committee for volunteers to come in and collate for sending out to allotment holders for them to receive before 7th December 2016. b) Update on rent request communication - Letters requesting rent have been sent out already receiving communication back, 1 surrendering allotment and 1 payment of rent so far. c) Existing Non Resident waiting list - clerk asked what the committee wanted to do with these, agreed to leave as a ‘ghost’ list. d) Turning of water/padlock – water to be turned off end November clerk to get a new padlock for the Bell Street tap – clerk to do a laminated sign for the cemetery. <b>Bell Street</b> – a) Monthly report none over winter months – from last month’s meeting plots 15 & 16 have been repossessed, and the first on the waiting list is taking a look to decide which one she wants. There was a discussion re safety of people walking around the allotments committee agreed that when	Clerk  Clerk  Clerk  Cllr Langley

	<p>the Monthly report is done that an unsafe report should be added to this.</p> <p>b) Grass area behind plots 41, 42 &amp; 43- the committee decided this area is not going to be used for allotment plots and to ask our caretaker to add to his works list to keep clear and tidy. The clerk read email from existing tenant who wanted to take this area on, clerk to reply thank you but LTC have decided not to cultivate this area and will keep this area clear and tidy.</p> <p><b><u>Dewey's Lane</u></b> – a) Monthly report – nothing to report 1st warning letter not sent because it is close to renewal time. b) Update on entrance gate Cllrs have checked the area and cannot see a problem no further action needed. c) Plot 16 wishes to split her plot the committee discussed – due to fruit trees and shed on one end of the plot the committee decided that it could be split in half but only horizontally. Clerk to contact allotment holder to inform.</p>	<p>Clerk.</p> <p>Clerk</p>
105/16	<p><b>6. Jubilee Garden</b> -a) Damaged litter bin – Cllr Hollis had tried to repair at length and although it is ready to go back in was worried that when emptied by the caretaker it could cause injury. The committee discussed purchasing a new one which could cost around £300 including installation, clerk to get costs and remit to next meeting. b) Anti-social behavior – none in the last month as the garden is still shut to the public. c) Damaged sun dial &amp; damaged sign on sarsen stone – the clerk showed a quote for new sundial, after lengthy discussion it was decided that LTC would not replace the sundial but will think if anything else (less breakable) could be put in as a memorial instead. d) Closure/reopen- The Clerk read out a thank you from a member of the public re the timely closure of the gardens, however we have had a few people ask when it was to open, the committee discussed and decided that it will stay locked until the spring. e) Damage to fence at the bottom right of the garden – Cllrs to take a look and remit to next meeting.</p>	<p>Clerk</p> <p>All Cllrs</p>
106/16	<p><b>7. Rose Garden</b> - a) Christmas Tree 2016 –The clerk has ordered a 12' tree from the firm used last year it will arrive on 23rd November on 24th November at 10am a working party will help put the tree in place. Clerk to contact Gavin Jones re cost of tree and sponsorship.</p>	<p>Clerk</p>
107/16	<p><b>8. Car Park</b> -a) Toilet – leaves in gutter need clearing – clerk to ask Beechfields to clear as per last year. b) Rateable value alteration - letter from Valuation Office Agency re alteration of rateable value has not changed from last year, the bill will be sent in due course.</p>	<p>Clerk</p>
108/16	<p><b>9. Cemetery</b> - a) Cemetery Bollards fitted, clerk has had a request from S &amp; J Maddocks for a key as their driver could not get through easily. Discussed and clerk to let them know they will need to get the key from the office prior to the funeral and then post through letter box after and also to let them know they did not lock the padlock properly last week. b) Tree disease, tree surrounds and green benches – Gavin Jones has done a report 2 trees now dead and young trees adjacent to the entrance road need attention, other trees can wait till growing season to determine next step. Quote for £42.00 + VAT to remove dead trees and arising's – clerk to accept. The benches/ tree surrounds are covered in a green algae, Cllr Hollis &amp; Cllr Langley will decide a date to clean this off. c) Reduction of Laurel hedge – This will be done before Christmas and clerk has informed Mr. Hall. d) Nonresident burial/interment – due to other local cemeteries becoming full we are having more requests from outside the town. This was discussed at length – suggested that we change the length of time a former resident lived with in the parish from 10 years to 25 years and to increase the fees to nonresident</p>	<p>Clerk</p> <p>Clerk</p>

	burial £640 and interment £300 (double what a resident pays). To remit to Finance & Policy. e) The clerk asked if she could raise a works order for our caretaker to clear the foliage overlapping the garden of remembrance this needs to be done before 22nd November – all agreed clerk to do. f) LTC has had a request for a memorial bench in the cemetery, the committee felt that to add more benches would not be good idea, but clerk to go back to them stating that they can buy a plaque and have this fitted to one of the existing benches.	Clerk  Clerk
<b>109/16</b>	<b>10. War Memorial</b> - a) repair of lighting update –repair done however, light bulb is intermittent Cllr White has spoken with lighting contractors they said change bulb and see what happens. Cllr White to monitor.	Cllr White
<b>99/16</b>	<b>11. Any Other Business</b> (For information only) Mr. Hollis stated that the scalping’s around the gate of Dewey’s Lane Alltments are so low they will crack the kerb soon and need refilling, to remit to next meeting. Cllr White asked for permission to lock Bell Streets gate for winter period all agreed with 1 side open for pedestrians.	

There being no further business to discuss the meeting closed at 8.57pm. The date of next meeting will be Tuesday 20<sup>th</sup> December 2016.

Signed.....Date.....